

NAVRESREDCOMMIDWESTINST 1571.4D
Code N71
13 Jun 01

NAVRESREDCOMMIDWEST INSTRUCTION 1571.4D

Subj: SHIPBOARD/AIRCRAFT/FIREFIGHTING AND DAMAGE CONTROL TEAM
TRAINING

Ref: (a) CNETINST 3541.1C

1. Purpose. To establish quota management policy and procedures for Shipboard Firefighting (SBFF), Aircraft Firefighting (ACFF), and Damage Control Team Training (DCTT) courses at Navy training sites.

2. Cancellation. NAVRESREDCOMREGTHIRTEENINST 1571.4C.

3. Action

a. Commander, Naval Reserve Readiness Command Midwest (REDCOM MW) will:

(1) Coordinate with Naval and Fleet Training Centers to obtain Shipboard Firefighting quotas for assigned Reserve Centers.

(2) Coordinate with Commander, Naval Reserve Force (Code N16) to obtain and manage Aircraft Firefighting quotas for assigned Reserve Centers.

(3) Notify centers monthly with the number of SBFF quotas approved for distribution within the region and class convening dates and locations of upcoming courses.

(4) Distribute approved SBFF quotas, proportionately by requirements, to the Reserve Centers.

(5) Receive SBFF quota cancellation requests from assigned Reserve Centers to ensure the training sites are informed of no shows prior to the report date and to reallocate cancelled quotas when possible.

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b. Reserve Centers will:

(1) Identify SBFF, ACFF, and DCTT requirements via RSTARS(TM).

(2) Ensure requirements are entered into the Event Planning System (EPS).

(3) Request specific number of SBFF quotas for each class convening date from REDCOM MW (N712) via e-mail.

(4) For SBFF courses, provide the appropriate Fleet or Naval Training Center with a class roster at least seven days prior to the class convening date, which includes the following information:

(a) Reserve unit title, location, and number of personnel attending.

(b) Estimated time of arrival/estimated time of departure.

(c) Full-Time Support point of contact and phone number.

(5) Distribute allocated quotas in a fair and equitable manner to assigned units.

(6) Closely coordinate with REDCOM MW (N712) to ensure all granted quotas are filled. There is zero tolerance for "no shows" at Naval and Fleet Training facilities. If granted quotas can not be filled notify REDCOM MW (N712) via e-mail not later than fifteen days prior to the class convening date.

(7) Coordinate DCTT course quotas with one of the following Naval Activities:

NMCRC COLUMBUS	(614) 235-2630
NRC FOREST PARK	(708) 771-7010
NMCRC GREEN BAY	(920) 336-2444
NMCRC ST. PAUL	(612) 726-9280

DCTT courses are offered for region personnel at these sites. Class convening dates, reporting requirements, and quotas shall

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be obtained from the Training Departments of Naval and Marine Corps Reserve Center, Columbus and Naval Reserve Center, Forest Park.

(8) Ensure appropriate berthing arrangements are made for all personnel attending SBFF, ACFF, and DCTT courses.

(9) Ensure individuals meet all prerequisites outlined in reference (a) and are medically qualified to attend firefighting courses.

4. Caution. Commanding Officers are reminded that assigned quotas are considered operational commitments that must be honored. Last minute cancellations and no-shows will not be tolerated. Written justification is expected for each no-show. Excessive no-shows will exclude a center/unit from future training opportunities.

/s/
L. J. LANG
Deputy

Distribution:

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